



## KING COUNTY

### WRIA 9 PLANNING, STEWARDSHIP AND OUTREACH COORDINATOR

#### PROJECT/PROGRAM MANAGER III

DEPARTMENT OF NATURAL RESOURCES AND PARKS - WATER AND LAND RESOURCES DIVISION

Annual Salary Range: \$59,164 – \$74,995

Job Announcement: 04ES4288

OPEN: 5/26/04 CLOSE: 6/2/04

**WHO MAY APPLY:** This position is open to King County career service employees who are members of the Teamsters Local 117 Professional & Technical bargaining unit, King County career service employees, King County regular exempt employees, and King County probationary employees who have attained career service status in a previous position and other employees on the King County payroll. First consideration will be given to career service employees who are members of Teamsters Local 117.

**WHERE TO APPLY:** Required forms and materials must be sent to: **Michelle Kobuki, Human Resources, 201 South Jackson, Suite 600, MS: KSC-NR-0600, Seattle, WA 98104** by 4:30 p.m. on the closing date. (Postmarks are NOT ACCEPTED). Contact (206) 296-1935 for questions regarding this announcement. You may download an application from the Internet address at [www.metrokc.gov/ohrm/jobs/](http://www.metrokc.gov/ohrm/jobs/)

**PLEASE NOTE:** Applications not received at the location specified above may not be processed.

**FORMS AND MATERIALS REQUIRED:** A [King County application form](#), response to the supplemental question, resume, and letter of interest detailing your background and describing how you meet or exceed the requirements are required.

**WORK LOCATION:** 201 S. Jackson St., Suite 600, Downtown Seattle. Meetings and events are many times located in various communities and field locations throughout King County.

**WORK SCHEDULE:** This full-time position is exempt from the provisions of the Fair Labor Standards Act, and is not overtime eligible. This position is based on a 40-hour workweek. The typical work schedule is 8:00 a.m. to 5:00 p.m. Monday - Friday. Attendance at evening meetings and weekend events will be required.

**PRIMARY JOB FUNCTIONS INCLUDE:**

Manage complex multi-jurisdictional public outreach and involvement strategies for the Green/Duwamish and Central Puget Sound Watershed [Water Resource Inventory Area 9 (WRIA 9)] salmon habitat recovery planning process. Management of this strategic work requires seamless integration of both local and regional outreach and public involvement activities.

Manage planning and implementation projects associated with the development, review, public involvement, monitoring, and adaptive management components of the WRIA 9 Habitat Plan and other documents associated with the regional watershed approach to managing salmon and other natural resources in WRIA 9.

Manage the regional stewardship program of WRIA 9.

The primary duties and responsibilities of the position are:

1. Develop and implement the public involvement and outreach strategy for the salmon habitat recovery plan for WRIA 9. Lead the Public Outreach Work Group or its successor. Serve as facilitator and public involvement consultant for multiple local governments. Create, distribute, and promote public outreach tools.

2. Synthesize public input for consideration in establishing salmon habitat management actions and other activities. Prepare issue papers to facilitate the translation of public input into policy and management actions.
3. Provide concise and timely information on the WRIA 9 planning process and substantive developments. Promote funding opportunities for salmon recovery actions and community capacity building.
4. Manage complex projects that are a mix of scientific, social, and economic parameters affecting salmon habitat management in WRIA 9. Analyze scientific (including monitoring information), social (including public and community values), and economic information, and provide means for moving this information into management actions.
5. Provide the key point of contact with the media regarding habitat planning and inter-local governmental issues in WRIA 9.
6. Provide regular reports on the implementation activities associated with WRIA 9 habitat planning and technical documents.
7. Support Habitat Plan production and advertisement. Support monitoring and implementation of the Plan's management actions and other provisions. Correlate monitoring and implementation to public involvement and community values; make recommendations for plan changes based on this correlation. Prepare concise and regular reports on plan implementation and monitoring to all local governments of WRIA 9 and the general public.
8. Provide stewardship services throughout WRIA 9, cultivating institutional capacity to plan, execute, and monitor stewardship activities and events. Coordinate and conduct volunteer stewardship activities in collaboration with all local governments of WRIA 9.
9. Provide sustained watershed identity, public relations, and information tools to local governments within WRIA 9.
10. Serve as a resource to local governments for general stewardship, public outreach, habitat planning, and other information that promotes WRIA-wide support for the development and implementation of salmon habitat management actions and other endeavors.

#### **MINIMUM QUALIFICATIONS:**

- Master of Science or professional Master degree in natural resources management, environmental science, or regional planning and five (5) years of progressively responsible analytical and project management work experience in one or more of the listed fields of study.
- Knowledge of WRIA 9 inter-local, interagency, inter-jurisdictional, and multi-disciplinary projects, programs, and systems.
- Demonstrated program-specific expertise, and knowledge of WRIA 9 salmon recovery planning process and program.
- Experience and demonstrated ability to manage projects and programs involving watersheds, conservation of natural resources, local governmental systems and political processes, interagency and inter-jurisdictional relations, public involvement and outreach, and regional planning.
- Experience and demonstrated ability to develop, implement, and monitor habitat restoration projects.
- Sound and applied knowledge of the Endangered Species Act, particularly regarding the conservation and recovery of listed salmon and trout species in Puget Sound.
- Experience and demonstrated ability to work tactfully, courteously, and effectively with diverse groups of individuals, including government officials and staff, citizens and community groups, and organizational colleagues. Experience and demonstrated ability to lead and facilitate multiple interest committees and task forces.
- Experience and demonstrated ability to develop, implement, and monitor extensive public education and involvement programs and projects. Experience and demonstrated ability to integrate public comment and sentiment into natural resource or regional planning efforts, including adaptive management programs.
- Experience and demonstrated ability staffing intergovernmental and multiple stakeholder forums, committees, and groups.
- Ability to exercise initiative and judgement while accomplishing assigned tasks with minimal supervision.
- Experience and demonstrated ability to function independently, but also work effectively in multiple discipline, interest, and agency teams and committees.
- Ability to coordinate multiple projects and perform multiple tasks simultaneously.
- Excellent verbal and written communication skills, including report writing, presentations and delivery, and other products that are reviewed or received by multiple people, groups, and agencies.

- High-level proficiency in Microsoft Office software, including Microsoft Word and Excel, and in web-site maintenance and new page development.
- Must be able to perform and have experience relevant to all primary job functions.

***DESIRABLE QUALIFICATIONS:***

- Direct knowledge of and experience (relevant to the minimum qualifications above) working within the Green/Duwamish River and Central Puget Sound Watershed.
- Experience as a private consultant to multiple clients.
- Experience in briefing city and county councils.
- Experience working with the media.
- Experience with Geographic Information Systems.

***NECESSARY SPECIAL REQUIREMENTS:***

- A valid Washington State Driver's License. Ability to travel throughout King County in general, and the Green/Duwamish and Central Puget Sound Watershed in particular, in a timely manner and at odd hours.

***UNION MEMBERSHIP:***

- Positions in this classification are represented by Teamsters, Local 117 Professional & Technical. Union membership will be required within 30 days of employment

## **Supplemental Questionnaire**

The following question addresses an important element of this position. The information you provide will help to determine your eligibility for further consideration. Please limit your response to no more than one typed page and attach the page to your application.

You have been working with a multiple-stakeholder group and a committee of elected officials concurrently for several years on the development of a watershed plan to protect and restore salmon habitat. All the scientific information to support the plan is in and has been analyzed. The analysis reveals 15 significant actions that need to be taken by five of the largest jurisdictions to ensure and increase the survival of juvenile chinook salmon in the watershed. These actions are extremely expensive and, in most cases, will require that salmon habitat improvements be prioritized over other competing land uses and economic needs. Please list the five most important steps you would take to shore up support for these actions and their implementation. Please describe the rationale for each step, and the anticipated product/result of each step.